

Rye Recreation

Staff Name: _____

Position: _____

Employment Agreement 2007 - Kiddy Camp

I hereby accept employment with the Rye Recreation Department as a staff member for the 2007 season. I agree to an approximate salary of _____/hour for the six-week period Monday, July 2 and ending Friday, August 10, 2007. I understand this also includes staff orientation to be held on **June 13 and June 27 & 28**.

I agree to the following stipulations:

1. Staff Orientation: This is mandatory for all staff, new and old. Exact times to be determined by the camp director.
2. Report to work on time: Camp begins **promptly** at 8:30am and ends at 12:30 pm. Staff meetings and occasional supervisory or clean-up duty may be scheduled before/after regular camp hours. Repeated tardiness or sick days will be used in the evaluation of job performance. Staff will not be paid for sick days. If I am unable to report to work, I will call the office no later than 8:00am on that day.
3. Smoking: Smoking **will not** be allowed during camp hours. Staff should not have the smell of smoke on their breath or clothing when arriving to camp.
4. Alcoholic Beverages and Drugs: The possession or use of either will be cause for immediate dismissal. This also includes coming to camp in the morning under suspected influence of alcohol or drugs.
5. Personal Behavior: While on duty, you are NOT allowed to: use foul language, entertain friends, read books/magazines, sleep and or have personal music devices. . **In addition, if you are arrested or involved in inappropriate behavior from the time you are hired, through the term of your employment, Rye Recreation reserves the right to terminate your contract.**
6. The use of Physical Force or verbal assault as punishment will not be tolerated at camp. Any staff member who in any way "abuses" a camper or other staff member as defined by the Department of Health will be subject to immediate dismissal. It is the policy of this camp that staff members will work as a team to develop an appropriate plan to discipline and to help campers who are exhibiting anti-social behaviors.
7. Staff Dress: All staff should be dressed neatly and appropriately for the days' activities. "Appropriate" dress includes: shirt, shorts & **sneakers**. Staff shirts must be worn on the first day of camp, all out of camp trips and for any "family" days.
8. Immediate Dismissal from camp means that a person will be asked to leave, without compensation, for violating any of the above rules and regulations. This includes any additional rules contained in the staff orientation manual and or information given at any time from a Director or Department Supervisor.

Contract with Staff - Counselor Conduct

I agree that I will:

- Take responsibility that I have accepted for caring for children seriously
- Be mindful of each child's need for respect and acceptance
- Be mindful of every child's need for clear boundaries and privacy
- Ask for help if I feel at risk of being impulsive or over stimulating children
- Allow myself to talk about camper matters in a serious way
- Be respectful of my fellow counselors by not sharing more with them than what is relevant to camp
- Listen - truly listen when others are sharing
- Support my fellow counselors
- Have fun in ways that are safe to myself, campers and others
- Counselors may need to ask for help

I promise I won't forget:

- That as a counselor, I am a care-taker of children
- I understand that there is a clear difference between myself and campers (money, mobility, authority, experience, knowledge & different set of rules)
- Counselors may, under no circumstance, hit a child
- Counselors may not use abusive or derogatory language with campers
- There is no "hazing" of campers by campers or counselors
- Counselors **will not** carry or hold children
- A staff member who encounters a particularly difficult child will seek assistance of a supervisor or administrative staff member
- In all dealings with campers, counselors should strive to **RESPOND** rather than react
- Romantic lives of counselors should **not** be shared with campers
- There will be double coverage of campers by adults during changes times.
- Never touch a child's body in a place that is normally covered by a bathing suit, unless for clear medical necessity, then only with supervision of another adult. This is ground for immediate dismissal.
- I understand that inappropriate sexual contact with or physical abuse of a camper can have severe emotional and psychological effects on the camper that can last a lifetime.

By signing below, I have read over, understand and accept the rules, guidelines and standards of conduct expected in my job as a staff member for the Rye Recreation Department.

Signature: _____

Date: _____

Parents Signature: _____

(If staff member is under 18)

Date: _____